

STATE OF CONNECTICUT
DEPT. OF EMERGENCY SERVICES & PUBLIC PROTECTION
DIVISION OF EMERGENCY MANAGEMENT & HOMELAND SECURITY

TO: Governor Dannel P. Malloy
FROM: William J. Hackett, State Emergency Management Director
Division of Emergency Management and Homeland Security (DEMHS)
Department of Emergency Services and Public Protection (DESPP)
RE: Status Report on Governor's Emergency Planning and Preparedness Initiative
DATE: February 22, 2012

SUMMARY OF ACTIVITIES:

Over the last month, DEMHS has been working with state, local, federal, and private sector partners to meet the directives of the Governor's Emergency Planning and Preparedness Initiative (EPPI), as outlined in your January 11th Initiatives release, my January 3rd Memorandum to you, and elsewhere. The purpose of this Status Report is to give you an update on the actions that have been taken and progress made with regard to the EPPI, as well as to describe the next steps. We are on target to have an All-Hazards Energy and Utilities Plan at the state and local levels available by August 1st, as well as exercises accomplished by September 1st.

The overall goal of this initiative is to enhance planning and preparedness by:

- Improving information-sharing during an emergency between state and local officials, and our utility providers;
- Increasing awareness and understanding of Connecticut emergency management systems, including the use of the National Incident Management System (NIMS), within the local, state, and utilities organizations;
- Developing a more comprehensive storm preparation and response plan that enhances existing planning by providing specific assignment of responsibilities in mitigation, preparedness, response and recovery activities that will apply to all hazards, including utility disruption events;
- Creating an All-Hazards Energy and Utilities Plan as an annex to the State Response Framework, to address response to and management of widespread utility outages by August 1st;
- Creating an Energy and Utilities Annex to the required template for Local Emergency Operations Plans (LEOPs) by August 1st;
- By September 1st, conducting a statewide real-time exercise in which each DEMHS region participates.

DEMHS has convened a number of work groups; each designed to address a particular aspect of enhancing our emergency planning and preparedness. The following is a list of the work groups:

- Commissioner-level
- Energy and Utilities
- Exercise
- Technology
- Agency and Utilities NIMS Training
- Local Officials Training
- Legal
- Planning Review
- Resource Support/Commodities/Private Sector
- Recovery
- Mass Care
- Interoperable Communications
- Child Emergency Preparedness

In addition to the groups that have met already, I have identified two additional groups that will be convened:

- Public Information/Education
- State Emergency Operations Center Review

WORK GROUP ACTIVITIES:

Commissioner-level:

- Mission: To engage in the EPPI by providing and coordinating resources, responses, and actions; review recommendations, and provide input through the DEMHS Advisory Council
- Meetings: January 27th
Advisory Council January 12th, February 9th
- Next Meeting: Advisory Council March 8th

Energy and Utilities:

- Mission: To identify policy issues that need to be addressed in various planning and preparedness documents, including the structure for further utility participation and coordination in pre-emergency local and state planning and exercise initiatives. To review draft documents and provide feedback on improvements.

- Status: The full group has identified issues that need to be addressed. A smaller group will meet to begin drafting All-Hazards Energy and Utilities Annex to State Response Framework, as first document to be prepared.
- Meetings: February 9th, February 15th
- Next Meeting: Small drafting group February 22
Full group March 7th

Exercise:

- Mission: To meet the Governor's goal of a real time exercise by September 1st, with participation in planning and implementation by state agencies, municipalities, FEMA, and the private sector, including utilities.
- Status: The full group has identified four major measurable objectives, as follows:
 - Objective 1: Every town in the state, every utility, every state agency, and the State will activate its Emergency Operations Center (EOC) and stand up its unified command to address a series of issues that will be presented. Representatives from various partners will be embedded in EOCs, including utilities within other utilities, utility representatives at local EOCs and DEMHS Regional Offices;
 - Objective 2: Test communications flow involving municipalities, state agencies, and utilities in a number of different ways, including, but not limited to:
 - Every town logs in to Web EOC, or uses other means of communication with DEMHS Regional Office and State EOC;
 - Every town Unified Command will prepare an Incident Action Plan (IAP) for a pre-determined operational period. Unified Commands will include utility representatives;
 - Utilities will provide their own IAPs, with detailed info on where assets will be deployed during that period;
 - Towns will follow established processes and National Incident Management Systems/Incident Command System in making requests for assistance, including commodities requests.
 - Objective 3: Actual on-site coordination of "make safe" crews, including local public works, state DOT, and utilities
 - Crews will use priorities identified in IAP;
 - Crews will report back to local and state EOCs re status of work, and when work is completed
 - Objective 4: Sheltering, particularly multi-jurisdictional sheltering, addressing functional needs issues.

Recognizing that many federal, state, and local agencies are currently in the process of planning exercises to be held this summer, the Exercise Work Group is identifying

existing exercises to coordinate this activity in order to meet the Governor's directive. The Connecticut National Guard is working with the Rhode Island National Guard to conduct a full-scale exercise July 28 to August 4, following the scenario of the 1938 hurricane. The Exercise Work Group is developing a plan to coordinate with the National Guard to conduct the statewide exercise during or near that week.

- Meetings: Full Group February 6th, February 14th
- Next Meeting: Small Group held February 21, March 1. Full group March 8th

Technology:

- Mission: To review current situational awareness capabilities such as WebEOC and GIS systems and enhance information sharing by, among other things, improving communications to and from utilities
- Status: The group has convened subject matter experts from local, state, and private sector partners, and is proceeding to review WebEOC and GIS capabilities at various levels, in order to identify needed improvements.
- Meeting: Full Group February 16th
- Next Meetings: WebEOC and GIS subgroups to meet biweekly. Interoperable communications and public communications restoration subgroups will be addressed at the Interoperable Communications Committees of the DEMHS Advisory Council.

Agency and Utilities NIMS Training:

- Mission: To (1) review existing utility/public service company training programs and personnel participation levels; (2) review and/or develop Incident Command System training for utilities/public service company personnel, including training on the State Response Framework and state/local/private sector emergency management roles, participation on regional and state emergency planning teams, and participation in joint training and exercises; (3) develop training for state agency officials and staff involved in emergency management on the State Response Framework and state/local/private sector emergency management roles, as well as Incident Command System basics. The group will also work on how to present these materials.
- Status: Initial meeting scheduled for Tuesday February 21st.

Local Officials Training:

- Mission: To prepare a curriculum for local officials on disaster preparedness, including emergency management roles at the state, local, DEMHS region, and federal level, as well as legal roles and responsibilities.

- Status: Connecticut Conference of Municipalities (CCM), Connecticut Council of Small Towns (COST) and DEMHS working to create a CEO disaster preparedness primer, as well as curriculum for presentation to local CEOs and other municipal leaders.
- Meetings: February 15th
- Next Meeting: Presentation at CCM/DEMHS CEO Disaster Preparedness Workshop on March 2nd in Meriden.

Legal:

- Mission: To address legal issues raised by the other work groups, or in other venues, regarding disaster preparedness and planning. To initiate a review by state agencies of waiver/modification of laws, regulations, and policies as may be needed during times of emergency.
- Status: Draft email to state agencies, and accompanying template, is in process of review by Governor's Office.
- Meetings: As needed.

Plans Review:

- Mission: To review existing state and local plans and templates, and to make changes to, among other things: memorialize successful EOC Task Forces into the State Response Framework (SRF); convert existing plans and work groups into Emergency Support Functions; review standard operating procedures, to include, for example, embedding utility representatives into DEMHS Regional offices to enhance information flow; to assist in drafting All Hazards Energy and Utilities Annex to SRF; to assist in drafting similar annex template for Local Emergency Operations Plan.
- Status: Working with other groups to draft necessary documents, including updated template for Mass Care annex to Local Emergency Operations Plan.
- Meeting: February 22nd meeting with Energy and Utilities Work Group.

Resource Support/Commodities/Private Sector

- Mission: To memorialize changes to the Commodities Distribution Plan; to formalize the commodities request process; to increase involvement of private sector in communications flow and other emergency preparedness measures.
- Status: Meeting scheduled for March 5th.

Recovery:

- Mission: To stand up a Long Term Recovery Emergency Support Function, ESF 14, group to create a State Disaster Recovery Framework modeled on the newly released National Disaster Recovery Framework.
- Status: The Insurance Department and the Department of Economic and Community Development (George Bradner and Mike Lettieri) have been identified as leads of this group. Identifying likely partners and first steps, to begin full initiative after September 1st.
- Meeting: February 8th and ongoing.

Mass Care:

- Mission: To stand up a Mass Care Emergency Support Function, ESF 6, group, to, among other things, review and revise as necessary the Mass Care template of the Local Emergency Operations Plan.
- Status: Group is in final phase of revised draft sheltering template for municipalities.
- Next meeting: February 24th
- Next step: Group will present draft in all five DEMHS Regions for review and comment.

Interoperable Communications:

- Mission: To standardize and maximize interoperable communications throughout the state. Mission will be amended to include public communications restoration.
- Status: Ongoing
- Next meeting: February 28th.

Child Emergency Preparedness:

- Mission: To ensure that issues related to children in disasters are addressed at the state and local levels.
- Status: Active and ongoing. Local lead identified; co-leader is Commission on Children.
- Next meeting: April 18, 2012.